

Metropolitan Dade County Building and Zoning Department

INSTRUCTIONS TO OWNER-BUILDER

You have this date made application for a building permit as an owner-builder. You should be advised of the following provisions and requirements that apply to owner-builders:

Proof of Ownership - Prior to a building permit being issued to you, you must submit proof of ownership of the land concerned in the application in the form of a recorded deed, showing you own the property, or a copy of mortgage or warranty deed of the land, showing you are obligated to purchase the property, or a Dade County tax receipt, statement to contain legal description of property and indicate property is in your name. Legal description and name on document of proof must correspond to the name and legal description on the application.

Responsibility - You will be responsible for all work done by your day labor employees, and you must either employ licensed contractors or persons to be paid on an hourly or per diem basis. Any one contracting (including labor) with you, verbally or in writing, on a fixed fee basis for any work, who is not properly licensed, will be subject to a fine of \$500.00 and/or imprisonment for six months.

Insurance - You should be advised that if your day labor employees cause any damage to persons or property, or if any of your day labor employees are injured on the job, you are liable. Your regular home insurance policy ordinarily does not cover this type of liability.

Withholding Taxes, etc. - You should be advised to investigate your responsibility for withholding Social Security, Federal and State Unemployment Insurance Taxes and Federal Income Taxes from the wages of employees working for you on the proposed construction, and for making returns thereof to the proper agencies.

Work Permitted Owner-Builder - An owner-builder, subject to the foregoing provisions and requirements, is limited to constructing one single family or duplex residence each year for his own use and occupancy; or maintaining, altering or repairing his own single family or duplex residence; or erecting a one story building of not more than 500 square feet for commercial or industrial use, or adding a first floor addition of not more than 500 square feet to a commercial or industrial building; or maintenance or repairs and non-structural alterations, not to exceed \$5,000.00 on any building which he owns or leases.

If you do not intend to do the work involved yourself, or with day labor, please list below, the name of the individual or firm with whom you have entered (or will enter) into a contract for the work.

NOTICE: SEPARATE PERMITS REQUIRED FOR ELECTRICAL, PLUMBING, ROOFING
AND MECHANICAL WORK

Charles G. Taylor 11275 S.W. 58th Ave.
Name of Individual or Firm Address

I, the owner of property described as Lot # 36 Blk # 97
Subd. Westwood Lakes
Reg # 65/0128 do hereby certify

that I have read the foregoing instructions, and am aware of my responsibilities and liabilities under my application for a building permit for construction work on the above described property.

[Signature] Charles G. Taylor
Witness Owner
5-26-72
Date

Note to Counter Personnel: If applicant indicates that a contractor will do the work, route applicant first to Enforcement Section for approval.